

**Minutes
Board of Health Meeting
Chelan-Douglas Health District
September 17, 2018**

Executive Session:

Steve Jenkins, Douglas County Commissioner, voted to move into Executive Session for 10 minutes to consider a personnel matter involving potential litigation and Jill Thompson, Waterville Town Council, seconded the motion and it passed unanimously. The meeting convened at 3:10 PM. Gil Sparks of OMW law, counsel for the Health District, was present. The Board reconvened in regular session at 3:17 PM.

Board Members Present:

John Alt, Mayor, City of Entiat
Keith Goehner, Chelan County Commissioner
Steve Jenkins, Douglas County Commissioner
Keith Huffaker, Wenatchee City Council (via conference call)
Jill Thompson, Waterville Town Council

Administrative Staff Present:

Barry Kling, Administrator and Environmental Health Director
Kandis Boersema, Associate Administrator, Fiscal and Support Services
Carol McCormick, Associate Administrator, Personal Health Services
Lorena Orozco, Chief Deputy Registrar/Fiscal Assistant

Public Present:

Sharon Waters, Leavenworth City Council

Consent Agenda

Jill Thompson, Waterville Town Council, made a motion to approve the consent agenda that includes the August 20, 2018 Board Meeting Minutes, August Payroll in the amount of \$211,498.91, August Benefits in the amount of \$75,931.55, approval of payment of 2018 Vouchers No. 2018-0534 to 2018-0611 in the amount of \$80,5450.76. John Alt, Wenatchee City Council, seconded the motion and it carried unanimously.

Program Update

Barry Kling, Administrator/Environmental Health Director, reviewed program information and 2017 activities of Environmental Health programs in the 2017 Annual Report. He briefly discussed the programs at CDHD and quickly overviewed the graphs and pie charts regarding funding.

Board Discussion

None

Public Comment

None

New Business

None

Unfinished Business

None

Reports

Kandis Boersema, Associate Administrator, Fiscal and Support Services, reported that through August 2018, 67% of the year completed, the revenue was 66% of budget and expenses were 65% of budget.

She stated that the auditors are close to wrapping up and the exit interview is still scheduled for September. She also stated that she is meeting with DOH next week to do fiscal monitoring, which is standard routine that is done every year.

Carol McCormick, Associate Administrator for Personal Health Services, reported that Ana Macias, the new WIC (Women, Infants & Children) representative, is doing a wonderful job in WIC and is calling all clients, getting a great response to show up for scheduled appointments.

Carol also reported that personal health continued to be very busy with bat issues and calls from the public concerning bat exposures throughout August.

Lastly, Carol discussed the lead program and stated that Cari Hammond has four open lead cases. These cases are children with high levels of lead, major concern, and are being closely monitored.

Veronica Farias, Health Communications Coordinator, was unable to attend this meeting. Her Health Communications update was included in the board packet.

Barry Kling, Administrator/Environmental Health Director, shared on Veronica's behalf. He first wanted to commend Veronica on what an excellent job she has been doing in outreach. Veronica had set some goals for herself on the number of outreach events to attend and has far exceeded them; she has participated in 25 events so far this year. She has also done very well in social media as our PIO (Public Information's Officer).

Barry Kling, Administrator/Environmental Health Director, reported that in the last few months, with the help of other local organizations, 30 to 40,000 masks were distributed to the community. He also stated that he was very pleased how the health district came together and made it a team effort in assisting with this task. Barry revisited the topic of the handheld air monitoring devices; he stated that he will working on procedures and protocols on how to use these devices for fire season next year. Barry briefly reviewed the environmental health report and pointed out the chart on page 16 regarding the number of On-site septic permits that have been higher than previous years and stated that On-site/Land Use continues to be very busy with this particular item. He reported that the Food Program has been similarly busy as well, but has been ahead of the pace as compared to previous years. He stated that both programs are adequately staffed and have great support systems.

Barry also reported that Dr. Francis Collins is getting ready to sign the health officers order to make drug overdoses a reportable condition and will be working with emergency rooms and other physicians who would want to

report this condition in order to track what is occurring in this issue. He also wanted to mention that we have a very good partnership with the Alcohol/Drug Center and they will be willing to work with us to help collect information about drug overdoses.

Barry also stated that we are working on a draft 2019 budget and will be presenting a preliminary version in next month's meeting. Keith Goehner, Chelan County Commissioner/Acting Chair, had a question regarding the 2017 spend-down of \$200,000 and Kandis Boersema, Associate Administrator, clarified that when we received the money for funding ACH (Accountable Community of Health) that we received it a large lump sum and that was the spend-down. Kandis stated that the health district is back on track, as far as our budget goes, since we are done furnishing funds for ACH. Kling reported that the work on the 2019 draft budget suggests our reserves will be stable through 2018.

Keith Huffaker, Wenatchee City Council, asked if the health district has received any funding for the air monitoring devices and Barry Kling, Administrator/Environmental Health Director, stated that he has yet to send letters to the cities, but hopes to do so very soon.

Keith Goehner, Chelan County Commissioner/Acting Chair, made a motion to adjourn the meeting at 3:54 p.m. Steve Jenkins, Douglas County Commissioner, seconded the motion and it carried unanimously.



John Sterk, Chair